

**ORLEANS COURT BOARD OF DIRECTOR'S
MEETING MINUTES
Saturday June 9, 2012**

I. CALL TO ORDER

President, Craig Smith, called the meeting to order at 10:03 a.m. at the offices of Mana-Jit, Inc., 4100 Coastal Highway, Unit 104, Ocean City, MD 21842. Board members present were: Craig Smith, Barry Bleiweis and Andrea Hutt, Jim Mills and David Wessels. Brett Staley of Mana-Jit was also in attendance.

Owners present were: Steve Turnbaugh, Brenda Wolfe Unit 121; Betty Feehly Unit 321, Howard Levin unit 102

II. APPROVAL OF PREVIOUS MINUTES

The meeting minutes from March 30, 2012 were reviewed. One change was made to add Sid King to the owners list. Barry Bleiweis made a motion to approve the March 30, 2012 BOD meeting minutes. Dave Wessels seconded the motion and all agreed. The March 30, 2012 meeting minutes were approved.

III. RECOGNITION OF UNIT OWNER

A. Those in Attendance with matters to bring before the Board.

None of the owners had any matters to bring before the board

B. Correspondence from Owners

None

IV. REPORTS

A. President's Report

1. The board will need to report to the owners on the result of the annual owners meeting, the election, and the list of officers
2. Craig intercepted the mediation conference on Wed June 6, 2012 for the unit owner that is attempting to settle his debt. The results of which will be discussed in closed session.
3. It is reported that Unit 320 has been bought by the bank at auction for \$142k.

B. Treasurer's Report

1. Balances in bank accounts as of June 8, 2012:
 - a. Special Assessment Account: \$ 66,493.51
 - b. Operating Account: \$ 48,885.58
 - c. Reserve Account: \$ 41,607.73
2. No change to Invoice paid for Courtyard project since last meeting. Listed below for reference only.

REI	\$ 57,373.72
All States	\$ 302,038.55
Landscaping	\$ 10,175.75
Furniture	\$ 16,379.00
Other (clocks, mailbox)	<u>\$ 59.96</u>
Total:	\$ 386,026.98

Upcoming expenses:

All States balance/retainage	\$ 5,370.45
All States Change orders	3,600.00
REI estimated expenses	1,200.00
REI invoiced/no work detail	<u>\$ 539.00</u>
Total estimated upcoming expenses:	\$ 10,709.45

Estimated Balance in SA account: \$ 55,784.06

3. No response from Jeff Hughney, REI, regarding review of additional invoices sent early May.
4. Andrea in May has again received invoices from REI without sufficient information for her to pay them. She telephoned him, but we are not going to pay for his time to explain his billing. We probably owe him ~\$1200 Consensus is that we should try to settle the bill and be done.

C. Management Report

1. Going to send out a new owners list next week based on the changes received at the annual meeting.
2. We have new pool signs with new times to install and delete the spa note.

3. We have 3-4 people that have still not given us any contact information. It is a concern. Brett should send them a certified letter. We can restrict their contact information from distribution if that is their desire.
4. Shawn Chadwick has requested to park a U-Haul trailer in the parking lot. Craig has responded that it is not a good idea, and he should park it in the street behind the condo.
5. The driveway had the speed bumps removed and some really poor patches done. The paving company needs to come back and re-do it and reseal it properly.

V. OLD BUSINESS

1. Reserve Study. Email Craig a soft copy. The Cash Flow method is \$45K per year needed for the reserves. Annually we contribute \$19k now. We have added \$8K into the reserves each year for the last 2 years. How we come up with the extra \$18K will be decided at budget time.
Brett reminded us that in 2010 there is \$38,768 in the operating acct that was borrowed and needs to be put back into the Reserve acct. The Reserve Study says that we won't start replacing the elevator until 2015.

Andrea made motion to move the \$38,768 from the operating acct to the Reserve Acct. Jim Mills seconded the motion. Vote was unanimous.

Barry will contact Miller-Dodson and ask them to update the report using the updated starting balance of \$80,375 and adjust for the parking lot work that was done this year.

2. We need to call Lindeman have Jim Bacon come down to inspect and provide estimates on what needs to be done about surface rust on the beams and structure under the building.
3. We need to talk to All States and American Pool about the tiles falling off the side of the pool and get them fixed under warranty.
4. Bike Rack issue – Once again the board discussed this issue and decided to do nothing.
5. Parking lot situation – Craig is going to talk to the lawyers to get moving on resolving the parking lot issue.
6. Handicapped parking – A question was asked about this. We are exempt from ADA regulations and are not required to provide handicapped parking. Recommend that the owners contact the city to get one on the street.

7. Because the city will eventually put meters on the street we should consider a long term lease on the Phillips parking lot behind and to the left of the condo.
8. Maintenance issue – The cleaning crew needs to clean the sand out of the elevator door tracks on every floor frequently.
9. Rain pools at the bottom of the stairwells. We need to discuss with Lindeman to see if there is a solution. We should try to address the rusting treads on the stairways.

VI. NEW BUSINESS

1. Richard Wauthill has been maintaining the web site and he is very responsive. He wants to work with us. He is willing to update it if we send him the pictures and information. Barry has volunteered to interface with him to update the site.
2. Need to modify the existing rules on the web site to specify the no smoking and no door mats.
3. The board wrote up a 10 Commandments for the condo to be laminated and posted in every unit.
4. A number of persons are unhappy about the WIFI signal. Brett will contact the company and investigate the situation.

VII. ADJOURMENT

Craig Smith entered a motion that the meeting be adjourned. Dave Wessels seconded the motion. The motion Passed. The Board adjourned the meeting at 12:12 PM

The next BOD meeting is scheduled for Saturday, August 4, 2012 at 10:00 a.m.

The next next BOD meeting is scheduled for Saturday, September 15, 2012 at 10:00 a.m.

VIII. CLOSED SESSION

A closed session was held to discuss late/delinquent payments.